

PUBLIC ASSISTANCE DISASTER RESERVIST PROGRAM

The Military Department's Emergency Management Division (EMD) does not have a sufficient numbers of trained disaster specialists to manage and recover from a major or catastrophic disaster. The EMD initiated the Public Assistance Disaster Reservist program to quickly provide additional human resources to support the states' actions in a disaster or on an "as needed basis."

Public Assistance Disaster Reservists are often retired local, state or federal civil service employees and are classified as civil service exempt employees.

INFORMATION ABOUT THE PUBLIC ASSISTANCE PROGRAM

The Public Assistance (PA) Program administers the state and federal public assistance and infrastructure program for all disasters designated as a Presidential Declared Disaster.

The Public Assistance Program enables governments, communities, non-profit organizations, and tribes to recover from the immediate and long-term impacts of disasters. The program provides state and federal funds to these agencies for the repair and restoration of damaged public facilities, as well as to reimburse the agencies for a portion of the costs associated with emergency work and debris removal due to the disaster.

DUTIES / RESPONSIBILITIES

Pre-Presidential Disaster Declaration

- Conduct Preliminary Damage Assessments
- Verify damages following a disaster including impacts and costs
- Provide field survey data of damaged projects
- Provide recommendations for repair or replacement of damaged facilities

Post Presidential Disaster Declaration

- Write Project Worksheets, defining the scope of work and the cost to restore or replace the damaged public facility to its pre-disaster condition, function, and capacity.
- Verify actual costs, estimate costs, review plans and specifications, provide technical assistance and review projects for funding eligibility on each Project Worksheet.
- Perform interim and final inspections.
- Revise Project Worksheets to amend the scope and/or cost estimates as project conditions change.
- Review project proposals for eligibility and mitigation opportunities.
- Conduct project financial reviews.
- Review applicant projects for closure.

Reservists work on an on-call, as needed basis.

COMPENSATION

Public Assistance reservist pay begins at \$29.68 per hour. Reservists accrue sick leave, but there are no other benefits.

DESIRABLE QUALIFICATIONS

Five years of experience in one or a combination of the following:

- Engineering (civil, structural, electrical, hydraulic, etc)
- Estimating public facility construction, repair, or replacement, such as roads, bridges, sewer systems, water systems, utility systems, etc.
- Auditing or budgeting for private firms or local, state, and/or federal government.

WORK HOURS

When recovery operations start, Reservists may work up to 6 days a week, 12 hours a day for several weeks. After the Joint Field Office closes, staffing levels, the number of days per week, and the hours per week are reduced to meet the current demand for services. At that time, the Department has greater flexibility in allowing individuals to work part-time.

HOW TO APPLY

Send your Washington State Application form to DisasterJobs@mil.wa.gov.

Note: Please indicate Public Assistance Disaster Reservist in the subject line of your e-mail.

Electronic application packets are preferred. Individuals who are not able to submit electronically may submit a hard copy to:

Military Department
Human Resource Office
Camp Murray, Bldg. # 33
Tacoma WA 98430-5006
Fax (253) 512-7808

The state application form can be found at <http://www.dop.wa.gov/Resources/Forms/>

HAVE QUESTIONS OR NEED ADDITIONAL INFORMATION?

Contact the Military Department's Human Resource Office at (253) 512-7942 or (253) 512-7522. To learn more information about the Military Department, visit our website at mil.wa.gov.